



**BOARD OF SELECTMEN
SPECIAL MEETING MINUTES
AUGUST 11, 2026, 5:00 P.M.
TOWN HALL**

Present:

First Selectman Meaghan Cook
Selectman Ray Pech
Selectman Mark Mahoney

Members of the Public: Linda Gosselin, Amanda North

Review of Minutes

The Board reviewed the minutes from the July 29, 2026, Board of Selectmen Special Meeting. Selectman Pech made a motion to accept the minutes, seconded by Selectman Mahoney. The motion passed unanimously.

Consider and Act on BOS Meeting Procedures

Discussion took place with respect to placing Public Comment as a permanent addenda item. Should the placement be toward the beginning of the meeting or the end? Discuss the number of comments and amount of time per person for an opportunity to speak. Help the public to understand what should be brought to a BOS meeting or first brought to the department involved in the concern/question. The First Selectman is available during regular business hours to help the public with proper direction to receive the proper guidance or answer. A motion is made by Selectman Mahoney to place the Public Comment opportunity toward the end of the agenda with reservation to alter the placement, second by Selectman Pech. All in favor, motion passed. Further discussion with regard to the number of speaking opportunities with a time limit to speak per resident at BOS meeting. Selectman Pech made a motion to provide public comment to one speaking opportunity with a five minute limit per person, with reservation to revisit, second by Selectman Mahoney. All in favor, motion passed.

Tax Refunds and Credits

Michael Stapleton refund \$15.63
Joel & Kristina Napalitano credit \$56.07
Brett Keating Real Estate Tax Overpayment \$4,535.67

A motion to approve payment of tax refunds and credits made by Selectman Pech, second by Selectman Mahoney. All in favor, motion passed.

Review and Sign Checks

Completed

Consider and Act on Appointments to EDC

Bob Pulford has stepped down from the Economic Development Commission. Alternate Rich Madera will complete Bob's term. Alternates to be added to the EDC are David and Amanda North with terms ending December 31, 2029 and December 31, 2027 respectively. A motion is made by Selectman



Mahoney to approve the position changes as stated for EDC, second by Selectman Pech, All in favor, motion passed.

Discussion of Lawn Mowing For Non-profit Locations

Selectman Cook spoke to Noreen Watson, Chairperson of the Barkhamsted Historical Society to inform their board of needed changes with respect to lawn mowing of Historical Society properties. Squires Tavern will revert back to the Historical society for attention, Merrill Tavern and the Old School House will stay with DPW for lawn mowing. All of these properties are leased and insured under the Town umbrella.

Standlift Cove is also under the Town insurance. Selectman Cook will reach out to the Standlift Cove Board with next year's budget expectations for DPW "work in kind" to include seasonal opening and closing of the property but reduce or eliminate additional requests for tree work during the season. Melissa Roy has resigned from the board and Caitlin Chabot has also stated that she will step down from the board. Both are Town of Barkhamsted representatives to the Board.

Discussion of Traffic Concerns in Town

A resident from Gavitt Road has presented a petition to the Local Traffic Authority in Barkhamsted to consider a posted speed limit reduction from 50 mph to 40 mph on Gavitt Road. A motion to move the petition forward to the CTDOT for consideration, with review of any pending expense the Town may be incurred, is made by Selectman Pech, second by Selectman Mahoney. All in favor, motion passed.

Trooper Slaiby is back to full duty and has requested a transfer. Troop B will be posting the Resident Trooper position within his department as required by the union contract. The posting will include 5 days on 3 days off work schedule. Trooper Kareta will be making application with the support of Town Hall.

Consider and Act on Updates to Policies and Procedures Manual

The Board for the Cookie Jar have updating their bylaws.

Working on a work from home policy. Request to inquire about insurance requirements.

Working on Holiday schedule and snow day policy.

A draft of Policy for management and safeguarding of town finances has been created with the input from BES Superintendent, Town Treasurer, AR Clerk, AP Clerk and department heads, submitted to the selectmen for review. No action taken.

Discussion of Town Hall Building Improvements

There are a number of building/maintenance repairs needed. One central air unit is broken beyond repair. Working on quotes for replacement.

A facility manager would be helpful. An evaluation of the building systems may be in order.

The Town Hall building has some "shifting" taking place notable in the floors of the upper level and the door to the clerk's office.

The Town may wish to consider a long term capital improvement plan for the future of the Town Hall.

Selectman Pech provided an update from NW Transit with a request to seat an alternate representative when the primary representative is not available to attend.



Public Concerns

Amanda North had a suggestion for placing Public comment on the agenda in two spots, at the beginning for items on the agenda and again at the end of the meeting for new concerns, with a time limit of 2-3 minutes. This is the current practice of the Board of Education.

A request to have the BOS agenda posted on line prior to the meeting.

Linda Gosselin questioned who sets the agenda.

Amanda suggested sending communication to update the public on changes made to policies.

Linda Gosselin questioned what should be on the BOS agenda.

Selectman Cook provided guidance with respect to public questions. Concerned residents should address questions to the proper department i.e. building department, planning and zoning, etc. When the department fails to properly address the resident concern, the issue should be forwarded to the appropriate commission, ie. Planning and Zoning Board, Inland wetland Board and First Selectman, via email, phone call or in person visit. The Boards and commissions are best suited to address the majority of questions. If the issue with inadequate action, the concern should be moved to an agenda item for the Board of Selectman.

Adjournment

The meeting was adjourned at 6:34 P.M.

Next Meeting

The next meeting of the Board of Selectmen is scheduled for August 25, 2026.

Respectfully submitted,

Meaghan Cook

First Selectman